

CONFIDENTIAL

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| DD/S 72-0267       |
| Executive Director |
| 72-502             |

20 JAN 1972

MEMORANDUM FOR: Director of Training

THROUGH : Deputy Director for Support

SUBJECT : Information Science Training

REFERENCE : Memo to ExDir from DTR dtd 19 Nov 71,  
Subj: The Information Science Center

Training

1. Thank you for this explanation of the Defense Intelligence School's Information Science Center. I must confess that I am more concerned than relieved by its substance. If information science is worth studying in a classified Intelligence Community environment--and in certain limited cases it may be--the twenty-odd CIA students represented here, from a rather heterogeneous set of parent offices, will not make much of an impact on information handling within the Agency. My question is really whether this task can satisfactorily be delegated to the Defense Intelligence School or whether we should ensure that we are covering what is needed for our personnel within our regular courses. I do not suggest the establishment of separate information science courses, but rather the integration of what we feel is needed in our normal basic, midcareer, and advanced course tracks.

2. We have discussed a number of other thoughts recently along the lines of integrating our training and personnel development, so I propose that you consider this element within that context rather than as a separate subject.

/s/ W. E. Colby

W. E. Colby  
Executive Director-Comptroller

Attachment  
Reference

DD/S Distribution:

Orig - D/TR w/orig of att (DD/S 71-4523)

1 - DD/S w/cy of att

1 - D/Pers (31 Jan 72)

MORI/CDF Pages 2 thru 4

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DD/S 714523

DTR-6949

*Training* *b*

13 Nov 70

**MEMORANDUM FOR: Executive Director-Comptroller Designee**  
**SUBJECT : The Information Science Center**

*DFC* 1 DEC 1971

1. This memorandum is in response to your query about the Defense Intelligence School's Information Science Center. The Information Science Center (ISC) was established in December 1967 by the Director of the Defense Intelligence Agency in response to a request from the Director of Central Intelligence. This request was based on a recommendation by the PFIAB that the DCI stimulate information science training in the intelligence community. In 1968 the USIB established the Intelligence Information Handling Committee (IHC) to ensure "the continuous improvement and integration of the intelligence information handling systems of the USIB member agencies...." Within this tasking, the IHC's Directive called for the initiation of new training programs in information science. Early in 1969 the IHC endorsed the development of three pilot courses at the Information Science Center:

Information Science in Support of Intelligence Functions

Survey of Intelligence Information Systems

Information Science in Support of Estimates and Warning

TATINTL

2. The first running of Information Science in Support of Intelligence Functions was held 2 February - 27 March 1970. CIA's quota was six and five employees were enrolled. Offices represented: [ ] [ ] CRS, OSP, NIPE. The course fell short in many respects and student critiques were highly critical. The ISC, in conjunction with other USIB members, then overhauled the course. CIA detailed two officers to the Center, [ ] O/PPB. STATSPEC

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**SUBJECT: The Information Science Center**

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Additionally, [ ] PPS, supported the ISC through his input on the [ ] technique. The next running of the Information Science Course was conducted 5 October - 18 December 1970. The Agency's quota was again six, and enrollment was strongly supported by the Executive Director-Comptroller in a memorandum to the Deputy Directors. Five CIA employees attended, from OSR, OCI, MPS, OC, and OSP. Critiques were uniformly favorable, from both CIA students and other USIB students. Since then, there have been two runnings (15 March - 4 June 1971, 3 CIA students, and 17 September - 26 November 1971, 2 CIA students). Another course is scheduled for 10 January 1972, and we have one nominee for our quota of six.

3. The other ISC course, Survey of Intelligence Information Systems, was a success from its first running, 6 - 24 April 1970. CIA had two students (TSD, OSI), and both wrote highly favorable critiques. Since then, three Survey courses have been conducted. CIA sent a total of twelve students to these three runnings. The next Survey course is scheduled for 17 January 1972, and we have three nominees for our quota of six.

4. The Office of Training has handled enrollment details and publicity for ISC, e.g., announcements in Weekly Newsletters to Training Officers, and distribution of ISC's announcements to Training Officers and Information Processing Coordinators. We have, however, been unable to meet our assigned quotas. Improvement in CIA support of the ISC courses is needed. One method might be to assign quotas to the Directorates and responsibility to the Information Processing Coordinators for screening potential nominees to assure that they are directly involved with information handling and/or information science.

5. The ISC is designing a third course, Information Science in Support of Estimates and/or Warning, with the first running scheduled for the fall of 1972. Another ISC course is conducted for reservists, Information Science for Reserve Intelligence Officers. This course has been well received, and CIA has provided guest speakers and

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**SUBJECT: The Information Science Center**

other training assistance. To date all students have been from Department of Defense elements.

8. I am attaching for your information a copy of the 11 May 1971 Board of Visitors Report to the Defense Intelligence School and call your attention to the marked paragraphs on pages 10 and 12.

STATINTL

**HUGH T. CUNNINGHAM**  
Director of Training

**Att**

**Distribution:**

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20 January 1972

*Bo*

NOTE FOR: Mr. Coffey via Mr. Wattles

SUBJECT : Information Science Center/DIA

Further to our earlier conversations about subject, Hugh Cunningham today told me that General Bennett may tell the Director that it is the latter's responsibility to provide the intelligence community with the type instruction now being offered by the Information Science Center. His argument may be predicated on the fact that the PFIAB was the group who originally suggested the need for such instruction. Apparently the head of the DIS, Captain Furness, wants to retain some elements from the three courses currently offered by the ISC, but money and people considerations will prevent him from continuing it as it now exists.

Obviously, this information is quite unofficial and was provided to Hugh by  our representative at the DIS.

It might be appropriate, also unofficially, to acquaint Messrs. Colby and Tweedy with the above information.

*LDP*

*Let -  
I agree but suggest we know in  
done so how this responsibility  
was assigned DIA/DIS in the first  
place.*

*22 JAN 1972*

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28 May 1971

DIAI 24-2

INFORMATION SCIENCE IN SUPPORT OF INTELLIGENCE FUNCTIONS  
(12 WEEKS) (INFORMATION SCIENCE CENTER)

PURPOSE

To provide intelligence analysts engaged in the production of functional intelligence with an information science perspective of their work. Information science is the study of the properties of information: its sources, forms, flow, processing, and use. It derives its techniques from several related disciplines including mathematics, physics, psychology, logic, computer science, library sciences, operations research and systems analysis. Through a nontechnical, practical approach to these subjects the course will enable intelligence analysts to increase their awareness of, and proficiency in, the information handling areas of intelligence.

COURSE CONTENT

Through lectures (by the DIS(ISC) staff and guests selected for their expertise), laboratory sessions and case studies, the course will cover: how intelligence analysts within the USIB community obtain the information with which they work; the nature of information; processing techniques to obtain information desired; the nature of communication; how desired information can be communicated; the nature of an information system; how an information system can be evaluated and improved; an examination of information systems being developed; the nature of decisions; and some means for intelligence analysts to evaluate their decision-making process and to determine how to improve it.

COURSE SCHEDULE

| <u>CLASS NUMBER</u> | <u>STARTING DATE</u> | <u>CLOSING DATE</u> |   |
|---------------------|----------------------|---------------------|---|
| 1-72                | 7 Sep 71             | 26 Nov 71           | * |
| 2-72                | 10 Jan 72            | 31 Mar 72           |   |
| 3-72                | 8 May 72             | 28 Jul 72           |   |

PLANNED STUDENT INPUT FOR EACH CLASS

| <u>CLASS</u> | <u>DIA</u> | <u>CIA</u> | <u>STATE</u> | <u>NSA</u> | <u>USA</u> | <u>USN</u> | <u>USAF</u> | <u>USMC</u> |   |
|--------------|------------|------------|--------------|------------|------------|------------|-------------|-------------|---|
| 1-72         | 6          | 6          | 2            | 2          | 1          | 1          | 1           | 1           | * |
| 2-72         | 6          | 6          | 2            | 2          | 1          | 1          | 2           | 1           |   |
| 3-72         | 6          | 6          | 2            | 2          | 1          | 1          | 1           | 1           |   |

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ENCLOSURE 11



DIAI 24-2

28 May 1971

CRITERIA FOR STUDENT SELECTION

Nominees must be career-motivated intelligence officers and professional civilians in the mid-career range -- 02/05 and GS-9/GS-14. All must have substantial experience as intelligence analysts. Each nominee, by individual correspondence, will be provided a pre-course study packet. This study packet will provide the opportunity to review introductory material in information science-related subjects such as: theory of sets (applied to information storage and retrieval), formal logic, plausible reasoning, probability, statistics, computer science, operations research and systems analysis. A final TOP SECRET security clearance with SI/SAO access certified is required. Nominations should be received by the Registrar, Defense Intelligence School, 12 weeks prior to the reporting date. \*

STUDENT REGISTRATION INSTRUCTIONS

Students should report to the Registrar, Defense Intelligence School, U.S. Naval Station, Anacostia Annex (Room 101, Bldg. T-4), Washington, D.C., at 0800 hours on the class starting date for class registration and commencement of instruction.

ENCLOSURE 11

2

28 May 1971

DIAI 24-2

A SURVEY OF INTELLIGENCE INFORMATION SYSTEMS  
(3 WEEKS) (INFORMATION SCIENCE CENTER)

PURPOSE

This course will provide intelligence community personnel with a description of the community's information handling organization and the various methods of handling information. The course is intended to provide intelligence personnel with ideas which will assist them in understanding the community's total information handling problem.

COURSE CONTENT

Through use of lectures, seminars, and conferences, the course will provide information concerning systems, organizations, and procedures used in the intelligence community for information handling. Lectures on Agency organization, data flows, and information systems; and conferences on files, hardware, software, and procedures will be given special emphasis. Standards, paperwork, and problems of data handling will be discussed and analyzed. Students, working in teams, will be required to provide solutions relative to community intelligence information handling problems.

① analysis  
② methods  
③ procedures

COURSE SCHEDULE

| <u>CLASS NUMBER</u> | <u>STARTING DATE</u> | <u>CLOSING DATE</u> |
|---------------------|----------------------|---------------------|
| 1-72                | 12 Jul 71            | 30 Jul 71           |
| 2-72                | 20 Sep 71            | 8 Oct 71            |
| 3-72                | 17 Jan 72            | 4 Feb 72            |
| 4-72                | 15 May 72            | 2 Jun 72            |

\*

PLANNED STUDENT INPUT FOR EACH CLASS

| <u>CLASS</u> | <u>DIA</u> | <u>CIA</u> | <u>STATE</u> | <u>NSA</u> | <u>FBI</u> | <u>AEC</u> | <u>USA</u> | <u>USN</u> | <u>USAF</u> | <u>USMC</u> |
|--------------|------------|------------|--------------|------------|------------|------------|------------|------------|-------------|-------------|
| 1-72         | 8          | 6          | 2            | 6          | 1          | 1          | 2          | 3          | 2           | 2           |
| 2-72         | 8          | 6          | 2            | 6          | 1          | 1          | 2          | 3          | 2           | 2           |
| 3-72         | 8          | 6          | 2            | 6          | 1          | 1          | 2          | 3          | 2           | 2           |
| 4-72         | 8          | 6          | 2            | 6          | 1          | 1          | 2          | 3          | 2           | 2           |

\*

CRITERIA FOR STUDENT SELECTION

Final TOP SECRET security clearance, with SI/SAO access certified, is required. Since the problems to be studied can exist at all levels of organization, the only constraints for student selection are that they be officers or professional civilians with a minimum of 2 years experience in the intelligence community.

ENCLOSURE 12

DIAI 24-2

28 May 1971

STUDENT REGISTRATION INSTRUCTIONS

Students should report to the Registrar, Defense Intelligence School, U.S. Naval Station, Anacostia Annex (Room 108, Bldg. T-4), Washington, D.C. at 0800 hours on the class starting date for class registration and commencement of instruction.

ENCLOSURE 12

2

28 May 1971

DIAI 24-2

INFORMATION SCIENCE FOR RESERVE INTELLIGENCE OFFICERS  
(2 WEEKS) (INFORMATION SCIENCE CENTER)

\*

PURPOSE

To acquaint senior military reserve intelligence officers with developments and applications in information science which are of significance in the effective management of intelligence. Its specific objectives are to:

1. Develop an understanding of basic information science terminology;
2. Present knowledge of basic information science techniques;
3. Present an insight into information science techniques presently used in the intelligence systems of all branches of the military;
4. Develop an ability to recognize potential uses of information science techniques in the solution of intelligence problems.

\*

COURSE CONTENT

Eight major subject areas are integrated as the basis of the curriculum. These are concepts of information science, systems management, operations research, software and programs, information storage and retrieval, communication and data transmission, military service and agency briefs, and time-share computer systems. Nontechnical lectures and exercises in these subjects will make the student aware of how information science techniques are used and can be used in the management of intelligence resources. Army, Navy, and Air Force briefers will speak on their respective information science systems and their plans for the future. Students will be prepared to communicate with data processing specialists and will be provided with enough knowledge to make semi-technical literature comprehensible. In the event of mobilization, the reservist will have a better background to participate in management of information handling project selection and design activities.

COURSE SCHEDULE

| <u>CLASS NUMBER</u> | <u>REPORTING DATE</u> | <u>STARTING DATE</u> | <u>CLOSING DATE</u> |
|---------------------|-----------------------|----------------------|---------------------|
| 1-72                | 16 Aug 71             | 16 Aug 71            | 27 Aug 71           |

STUDENT QUOTAS

| <u>ARMY</u> | <u>NAVY</u> | <u>AIR FORCE</u> |
|-------------|-------------|------------------|
| 7           | 7           | 7                |

ENCLOSURE 13

DIAI 24-2

28 May 1971

CRITERIA FOR STUDENT SELECTION

Commissioned officers in the grade O-5 or higher who serve in a DoD reserve component and whose actual or anticipated assignments are to intelligence functions requiring a basic orientation to information handling techniques. TOP SECRET clearance with access to SI/SAQ information certified is required. \*

REPORTING INSTRUCTIONS

Students should report to the Registrar, Defense Intelligence School, U.S. Naval Station, Anacostia Annex (Room 101, Bldg. T-4), Washington, D.C., at 0800 hours on the class starting date for class registration and commencement of instruction. Prior to reporting to DIS, Naval personnel should report to the Officer of the Deck, Building 72, Washington Naval Station (phone OX 3-2201/02 after duty hours).

ENCLOSURE 13

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The Information Science Center at the Defense STAT  
Intelligence School

[ ] reports that the Center will cease as a DIA element as of 30 June 1972; budget constraints appear to be the cause; at DIA budget hearing it was decided that this element could go. Captain Furnas (Commandant, DIS) is interested in having the activity absorbed and is allowing the Director of the Information Center, Henry deFrancesco, to investigate other arrangements.

For background: This is the Center that was the outgrowth of PFIAB's recommendation to the Information Handling Committee of USIB. It also has the background of having had a 12-week course not get "off the ground" and the Agency sent two of its computer science specialists over there to professionalize this course. (They are still on duty there [ ]  
[ ] (Both men very active in other activities there.) STAT STAT

OTR is affected by this in that DIS has asked us for the Agency's quota for attendance at the DIS courses -- including info science courses.

Note: The Information Science Center group (46) will be at the Hqs. Bldg. for a special program Wed., 19 January 1972.

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I feel I have made a genuine career improvement by attending this course.

Navy Department Employee

I resisted when first assigned to this course but you have won an enthusiastic convert. Many thanks.

NPIC Employee

Extremely valuable to anyone at any level of management. Information handling and exchange are the life-blood of Western Man.

CIA Employee

I found your course the single most important asset to me since I was hired into the Intelligence Community.

DIA Employee

Most informative, believe a class reunion is necessary to assimilate new information available one year from now.

NSA Employee

Most rewarding. More Army people involved with intelligence processing should attend this course.

Army Officer



## THE INFORMATION SCIENCE CENTER

Established under the auspices of USIB to foster, through education and research, the application of information science and technology to the processes of intelligence.

Operated by the Defense Intelligence School, under the Defense Intelligence Agency for the Intelligence Community.

announces the

### SCHEDULE OF COURSES WINTER-SPRING 1972

Information Science in Support of  
Intelligence Functions (Functions)  
10 Jan - 31 Mar—8 May - 28 Jul

Survey of Intelligence  
Information Systems (Survey)  
17 Jan - 4 Feb—15 May - 2 Jun

#### FUNCTIONS

##### COURSE OBJECTIVES

To familiarise you with the terminology and basic techniques of Information Science.

To develop your capability of identifying and defining problems in your professional intelligence field which are amenable to solution by information science techniques and to solve such problems at the elementary level.

To improve your communications capabilities in conferring with information science professionals.

To encourage you to pursue further the development of your own, and your organization's information science resources and capabilities.

##### COURSE CONTENT

Logic and Reasoning-set theory, elementary statistics...

Learning and Communication-how to study-again.

Computer Systems-system analysis and design...

BASIC Programming-how you use a computer on your problems.

Information Storage and Retrieval-how you can design and build your data store.

Operations Research-techniques of quantitative analysis applied to intelligence.

Probability and Decision Theory-getting the most out of available information.

Modeling, Gaming & Simulation-testing reality by proxy.

Systems Survey-state-of-the-art in the Community today.

A 5-day intelligence exercise making intensive use of these NEW techniques.

##### THE PAYOFF

Your personal contribution to the literature of intelligence thru a research paper applying your new knowledge to one of your old problems.

Your enhanced value to your organization through your new capabilities.

Broader horizons and career possibilities.

#### SURVEY

##### COURSE OBJECTIVES

To provide intelligence community personnel with an overview of community information systems, and to categorize these systems in accordance with the functions they perform.

To assist intelligence community personnel in understanding what these systems can do for them and how to utilize them.

To give each student an opportunity to investigate in depth a specific system, or function, of particular interest to him in his work environment.

##### COURSE CONTENT

Through use of lectures, seminars, and conferences, the course will provide an overview of information system organizations and procedures used in the intelligence community. Information system functions, data flow patterns, hardware, software, and procedures will be given special emphasis.

Community standards, and problems of intelligence information handling will be discussed and analyzed.

Students will be given an opportunity to probe deeper into intelligence handling problem areas of particular concern to them in their work areas.

##### THE PAYOFF

A better knowledge and understanding of the information processing systems and techniques in use throughout the intelligence community.

##### PREREQUISITES

These courses are specifically tailored for intelligence personnel and the only prerequisites are intellectual curiosity and an open, inquisitive mind. Mathematics, statistics, computer science or other technical background is NOT needed.

##### LOCATION

Information Science Center  
Building T-4  
Anacostia Annex  
U.S. Naval District Washington  
Washington, D.C. 20390

##### PARKING - is provided

##### INFORMATION

Call OX 3-2625 or OX 3-2371, or visit the Information Science Center and discuss the courses with a member of the staff - from your own Agency if you wish.

##### APPLICATION

Through your own education and training officer